

CHILHAM PARISH COUNCIL

Minutes of the Meeting held at Old Wives Lees Village Hall on 5th March, 2009 at 7.30pm

Present: Cllrs M.Barbrook, D.Kennett, R.Marsh, A.Ralph, M. Sansom, E.Taylor, R.Taylor (Chairman), Y.White

Apologies: Cllr J.Adams

In Attendance: Mr G Dear (Clerk), KCC Community Warden Marc Sluder, Boro Cllr Marriott, 1 member of the public

Prior to the meeting KCC Community Warden Marc Sluder provided an update of his activities in the parish during the last month.

3/1 Minutes of the meeting held on 5th February 2008

The minutes were signed as a true record.

3/2 Matters arising from the Minutes

(2/2) Litter

Cllr Ralph was asked to raise the question of what support is available to prevent fly-tipping (for example from Environment Agency or ABC Environmental Control) at the next KAPC Ashford Area meeting on 25Mar.

(2/2) Communities and Local Government – Real People, Rear Power – Consultation on local authority publicity

The clerk has amended his answers based upon feedback and will submit this before the 15 March deadline

(2/2) Annual Parish Meeting

The clerk had booked the small village hall for 730pm on 16th April in Chilham Village Hall, had invited all village organisations and publicised in Parish News etc. and had asked the Ashford Gateway project to attend as guest speaker but they were unable to attend.

See update under Meetings.

(2/10) Salt bins

The Roads and Transport committee was asked to carry out a review of salt bin provision in the parish so that all bins and there condition could be listed and potential locations for new bins identified and prioritised.

See update under Highways

(2/10) Parish Spring Clean

Cllr White agreed to organise this event and liaise directly with ABC.

See update under Village Reports

(2/10) BBC Filming of Emma in the Square

The clerk had liaised with BBC to ensure best use was made of local facilities and the parish gained as much benefit as possible from the project.

The clerk had forwarded details to the Community Events Committee

See update under Village Reports

(2/11) ACR Kent – Invitation to drop-in sessions re Parish Plans and other community projects

Cllr White had attended the drop-in session at Wye on 7th Feb and suggested that Kathy Budgen from ACR Kent addressed the April meeting to outline what is involved in a Parish Plan so cllrs can decide whether the parish council should pursue this idea further.

The clerk was asked to invite Kathy Budgen to the meeting on 2nd April and change the start time to 7pm.

3/3 Declarations of Interest

Cllr E Taylor declared a prejudicial interest in the finance item to review council contracts.

3/4 Planning.

Decisions received from Ashford

Application No. 08/00180/AS/TP

West side of Ashford Road & Woodland adjacent to East Stour Farm, Ashford Road, Chilham

Crown lift to 5 metres to allow access to equipment into fields adjacent to the A28 of 1 Alder (T1) and 1 Sycamore (T2)

GRANTED

Application No. 08/01357/AS

Bakery House, The Street, Chilham

Damp proofing; new opening light; new fire door; replacement stairs and new stud partition wall all to basement.

GRANTED (Re CONDITION 1)

Application No. 08/01856/AS

Fairview, Selling Road, Old Wives Lees

Construction of a replacement dwelling.

GRANTED

Applications Considered

The planning committee had reviewed each application prior to the meeting and presented their recommendations to the meeting. The resulting decisions are listed below.

Application No. 09/00018/AS/TC

The Old Sawmill, Chilham Castle Estate, Chilham

T1 – Ash - Crown reduction of 50%; T2 – Leyland Cypress (leylandii) – section fell

SUPPORT

Application No. 09/00100/AS

Land north of New Cut Road and east of Long Hill, Old Wives Lees

Erection of a steel shipping container for secure storage; temporary use for 3 yrs – retrospective

SUPPORT provided the KCC agricultural advisor supports the plans for a free range chicken enterprise, the structure houses this proposed free range enterprise within the next 6 months and passes an ABC inspection within the same time frame.

Application No. 09/00107/AS

Badgers Hill House, New Cut Road, Chilham

Replacement garage and store, with garage, store and room above for games room/study/storage

OPPOSE on the same grounds that an earlier application (07/00975/AS) was refused ... in particular the creation of a dwelling of the size sought may result in future difficulties in the agricultural occupancy condition being complied with and pressures for its removal. This would result in a new unrestricted dwelling in the countryside in an unsustainable location contrary to the development plan and harmful to the environment.

3/5 Finance

The clerk also presented the accounts for 2008/9 and they were approved by the meeting. He also reported a projected underspend of £200 against budget.

The following payments were also approved:

From the General Fund:

1070	OWL Village Hall	Hall hire	56.00
1087	ACR Kent	Subscription	35.00
1090	Crown Print	February newsletter	30.00
1091	Greenbarnes	OWL noticeboard repair	81.21
1092	Chilham Village Hall	Hall hire - Community Events	10.00
1093	M Sansom	Travel expenses	11.95
1094	Kantara	Website and Email hosting	126.50
1095	G Dear	Clerk to 28-02-09	748.89
1096	G Dear	Expenses - Feb 2008	48.37
1097	K Jeffery	Cleaner to 05-03-09	160.20

From Ringfenced Funds:

1088	C M Thomas-Gray	OWL Green – January	75.00
1089	C M Thomas-Gray	OWL Green - February	75.00

Total Payments 1,402.12

A transfer of £750.00 from the instant access deposit account was approved.

Renewal of contracts

The clerk presented the tenders received for each contract and the council voted to renew them as follows:

OWL Green Maintenance

The contract for 2009/10 was awarded to Trevor Ward & Son provided the clerk obtained suitable assurances that:

- 1) placing shredded hedge cuttings under the hedges would not lead to them spreading and looking untidy
- 2) the shredded hedge cuttings would not be detrimental to the hedges

OWL Grass Cutting

The contract for 2009/10 was awarded to A R Groombridge.

Internal Audit

The contract for 2009/10 was awarded to Janets Book-keeping Services

PAYE system

The contract for 2009/10 was awarded to ATS Services

Cllr E Taylor did not vote on any of these contracts.

3/6 Website

The clerk provided an update on progress and explained that the website now enabled the parish council to fulfil its obligations to disclose information under the Freedom of Information Act.

3/7 OWL Small Games Court

Cllr White described plans to install a youth shelter and would meet with the Youth Club in April to consider affordable options and collect feedback.

3/8 Highways

Kent Highway Online Portal

The clerk explained that one of the intended benefits of this new system was to improve the speed and accuracy with which highway faults reported but the public reached the teams doing the work. The portal was expected to be implemented in April.

At Kent Highways request, the clerk had provided an outline of requirement from the perspective of a parish clerk. This had been issued with the agenda along with some background information on the proposed new portal.

Saltbin Review

A report had been circulated with the agenda.

The clerk was asked to contact Kent Highways regarding the suitable positioning of salt bins to allow the public to spread salt on approach roads to the Square that were dangerous in icy conditions and also request details of sizes and cost.

The clerk was asked to contact Network Rail and request a saltbin near the railway crossing at Pickleden Lane as this was also dangerous in icy conditions.

3/9 Meetings

Recreation Ground – a report from Cllr Ralph on the meeting held on 26th Feb had been circulated with the agenda. Cllr Ralph highlighted that a request had been submitted to ACR Kent for a grant in respect of their security improvement project.

Enjoy Chilham - a report from Cllr Ralph on the meeting held on 12th Feb had been circulated with the agenda.

KALC Ashford Area Committee – a report from Cllr Ralph on the meeting held on 4th Feb had been circulated with the agenda.

Community Events Committee – a report from Cllr Adams on the meeting held on 26th Feb had been circulated with the agenda. It was noted that a Chilham Parish Summer Fayre was planned for Sunday August 9th.

Cllr White reported on meetings of the PACT committee and Chilham Village Hall.

Annual Parish Meeting – the clerk reported that Wealden Wheels has agreed to address the meeting and bring along one of their mini-buses for parishioners to view.

The Communications Committee were asked to draw up a brief questionnaire to collect feedback on parish council performance from attendees

Southeastern Stakeholder meeting - Cllr Sansom circulated a report of the meeting held on 23rd February in London and highlighted the main points.

Attendance at forthcoming meetings

11 Mar – North Weald Parish Forum – Cllr White and Mr P Wead

14 Mar – ACR Kent Climate Change Event – Cllr Sansom

25 Mar – KALC Ashford Area Committee – Cllr Ralph

Terms of Reference for representatives on village committees

The proposed terms of reference had been circulated with the agenda.

Cllr R Taylor explained the thinking behind the proposed terms of reference and that they should come into effect at the start of the next council year (ie 1st May 2009).

This was approved by the meeting.

The clerk was asked to check whether a change was needed to Standing Orders and send a copy to all village organisations with a parish council representative advising them of the change.

3/10 Village Reports

Littering in Shalmsford Road

Cllr White agreed to raise this recurring problem with Community Warden Marc Sluder and also raise in at the North Weald Parish Forum.

Fly-tipping

Cllr R Taylor agreed to investigate fly-tipping on the verge of North Court Farm and an abandoned caravan in Pickleden Lane.

Parish Spring Clean – 18th April

Cllr White had not received the pack from ABC and would chase this up.

BBC Filming of Emma in the Square

The clerk had circulated a copy of the letter from the BBC given to residents of the Square and its approach roads. The BBC had agreed to make a donation of £500 to parish council funds.

3/11 Correspondence

3/3 KALC – Parish News – 23 Jan 09 and details of Planning Information Day on 28 March
Action taken: copies available for cllrs at meeting

Cllr R Taylor agreed to investigate whether there was benefit attending the Planning Information Day

3/4 ACR Kent – Rural Community Retailer of 2009

Decided not to encourage an entry for our parish.

3/5 ABC – Parish Precept and Concurrent Grants 2009-10 – Request to check figures
Action taken: clerk confirmed figures

3/7 KCC – Byeways Open to All Traffic (BOATs) AE25 & AE36 (Part) Chilham –
Proposed Season Traffic Order – consultation re recommended exclusion of quad bikes as
well as motor bikes from the TRO

*The clerk was asked to forward details to CEPS and make a representation opposing the
recommendation.*

3/9 English Rural – Official opening of affordable rural housing at Fortescue Place nr Smeeth
Decided not to attend.

3/12 KCC – Love Food Hate Waste campaign

Action taken: posters placed on noticeboards and copies available for cllrs at meeting

3/13 CPRE – subscription renewal

Clerk to renew

3/14 South East Coast Ambulance Service – Community Defibrillation – offer to provide G3
defibrillator

Decided not to respond

3/16 Standards Board – Town and Parish Standard – Feb 09

The clerk was asked to forward a copy to Cllr Adams

3/19 Trading Standard alerts:- rogue traders in Ashford area, Canterbury, Bearsted, Tunbridge
Wells, East Malling, Boiler Room scams, telephone scams, online dating scams and benefit
advice scams

Action taken: forwarded to cllrs and Elisabeth Arter

3/20 Elgin Roadworks alerts – East Stour Farm, A28 and Chilham Village Hall, A252

Action taken: forwarded to cllrs

3/26 KALC – Legal and Finance Update Training Day

Decided not to attend

3/27 Anne Musk – request for burial records at Chilham Church information

Action taken: forwarded to Rev Chris Duncan

3/12 Date of next meeting

2nd April, 2009 in Chilham Village Hall

645pm for 7pm

PLEASE NOTE: All actions are recorded in *italics*. Please provide the clerk with an update
2 weeks after the meeting.